

**Lanesboro Public Utilities
Regular Meeting
Tuesday, May 19th, 2020 10:00 a.m.
Meeting Conducted via Zoom with video and audio connections**

Present: Jon Pieper, Elliot Riggott and Don Bell
Absent: None
Staff Present: Jerod Wagner
Visitors: Tom Smith and Darla Taylor

Regular Meeting:

Commissioner Pieper called the regular meeting to order at 10:00 a.m.

- A. Agenda:** Member Bell motioned to approve the agenda as submitted with the addition of Light Plant roof. Member Pieper seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
- B. Consent Agenda:** Member Bell motioned to approve the Consent agenda as presented. Member Pieper seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
 - Minutes of the Regular Meeting, April 21st, 2020
 - Accounts
- C. Council Update:** Member Smith noted the following from the last City Council Meeting: 2019 Audits reviewed, opened the public bathrooms at the Visitor Center and the Bathhouse, Campgrounds remain closed to follow the Governor's recommendations, approved seal coating bid for several streets, approved of fill from the Dam to be placed at the Ballfield, approved of COVID-19 preparedness and plan policies, reported that all full time staff are working regular hours.
- D. Staff Update:** Utilities Supervisor Jerod Wagner reported the following:
 - UMMEG awarded the contract to Farabee Mechanical to conduct the stack testing, the cost to Lanesboro Public Utility will be \$3,375.00.
 - Work has begun to replace to replace some of the overhead wires
 - Troy Schiltz has been able to review the configuration in Sylvan Park and is working on a proposal on how to update/repair. He has also been instrumental in assisting with other projects, such as at Unwined.
- E. Dam Project Update:** Administrator Peterson noted that the project is moving along, all though there has been additional excavation that was not planned for. Peterson is participating in weekly phone calls for the project with the Engineer and the Contractor.

Regular Business

- A. Water Treatment Facility Repairs:** Supervisor Wagner noted that all repairs to the Water Treatment Facility are now complete. The damage was caused from snow coming in through the roof vent and subsequently the facility suffered water damage. An insurance claim was filed with the League of Minnesota Cities Insurance Trust.
- B. Water Treatment Facility Lighting Update:** Supervisor Wagner shared a quote to update the lighting in the facility to LED. Member Bell motioned to approve the quote from Norman's electric to replace nine fixtures at a cost of \$82.97 per unit, plus installation. Member Riggott seconded the motion. Vote was done by roll-call, all in favor. Motion carried.

- C. Light Plant Roof:** Recent rains have shown that temporary repairs to the roof have not been sufficient. For this reason, Wagner requested a quote to replace the roof with a metal one from Schultz Builders. Member Bell motioned to approve replacement of the roof in the amount \$9,680. Member Riggott seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
- D. Continued Business:**
- 1. Electric Rate Study:** Progress is paused at this time. This is being done so that the current and potential future economic impacts from the Pandemic can be considered as part of the study.
 - 2. Summer Help:** Discussion to be continued.
 - 3. Water Rates:** The rate discussion will be tabled until budget discussion begins for 2021. Additional discussion was had regarding water loss. Administrator Peterson shared a spreadsheet showing percentages of loss for 2020, 2019, and 2018. Water loss percentages remain consistent. Peterson will reach out to other communities to see what an average loss might be. Discussion to be continued in June.
 - 4. Conservation Improvement Funds – Rebate Program:** A contract with SEMCAC will be presented at the June meeting for review.
- A. Miscellaneous:**
- 1. City Office:** Administrator Peterson noted that alterations to the City Office are being considered prior to the Office opening to the Public again.

Next Meeting: Tuesday, June 16th, 2020 at 10:00 a.m.

Adjourn Regular Meeting: Motion was made by Commissioner Riggott to adjourn the regular meeting of the Public Utilities Commission at 10:29 a.m. Motion was seconded by Commissioner Bell. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk